

TOWN OF LIBERTY GROVE PUBLIC MEETING

October Board Meeting *Via Zoom*

Date: Wednesday, October 20, 2021

Time: 6:00 PM

Place: Town Hall, 11161 Old Stage Rd *via Zoom*

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve Agenda
4. Review of 2022 budget as recommended by Finance Committee
5. Recess to hold Sanitary District meeting
6. Reconvene Town Board meeting
7. Approve Minutes: 10/6/2021
8. Payment of bills
9. Treasurer's report
10. Public input
11. Door County North activities
12. Pursuant to Stat. 60.12 (1)(c) & 60.12 (2)(a),(e)(g), call Special Town Meeting following a budget hearing which begins at 7:00pm to:
 - A. Set the 2021 tax levy, payable in 2022
 - B. Authorize Board to accept land from parcel 0180214322832N, 2,057 square feet
 - C. Authorize Board to dispose land from parcel 0180214322831E, 2,057 square feet
13. Resolution 14-21, Participation in Section 125 Premium Only Plan
14. Variance application: Yacht Haven LLC – parcel 018-02-32322844C5, setback from OHWM
15. Recommendation from Finance Committee to research Town-wide garbage service
16. Correspondence
17. Future meetings
18. Adjourn

Anastasia Bell, Clerk/Treasurer

****Deviation from listed order may occur****

****Audience members must ask for permission, during public input, to speak on agenda items ****

Members of the Town Board or any other Town committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town committee or board.

Town of Liberty Grove is inviting you to a scheduled Zoom meeting (teleconferencing). To Join Zoom Meeting enter the following on your computer:

<https://us02web.zoom.us/j/81214932615?pwd=WTJKbWw4FQWslYnRlUeZaUnlla1AvQT09>

Meeting ID: 812 1493 2615

Password: 919456

If the link doesn't work, go to <https://zoom.us/>, click the "Join a meeting" button and enter the meeting ID and Password when prompted.

To find your local number visit <https://zoom.us/u/atMFqvZKe>. To join the meeting by telephone dial one of the numbers below based on your location.

(312) 626 6799 US (Chicago)

(301) 715 8592 US (Washington D.C.)

(646) 558 8656 US (New York)

(346) 248 7799 US (Houston)

(253) 215 8782 US (Tacoma)

(669) 900 9128 US (San Jose)

10/15/2021 10:30 AM

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
3	Gen Government							
4	Board Expense		Dues, mileage, ads, bond, fees	\$ 6,000.00	\$ 3,226.38	\$ 6,000.00		
5	Board wages			36,000.00	37,000.06	36,000.00		
6	Board per diem			12,000.00	11,880.00	12,000.00		
7	Committees			2,000.00	3,690.00	3,000.00		
8	Planning		Printing, maps, mileage	2,000.00	1,701.00	2,000.00		
9	Tech committee			3,000.00	883.68	3,085.78	Plug--under limit	
10	Community dev(Econ)			20,000.00	0.00	7,500.00		
11	Library maint		Annual-from Library Commission	36,500.00	36,600.00	37,820.00		
12	Administrator wage			78,564.00	79,558.11	80,108.00		
13	Administrator expense		Insurance, mileage, ret, FICA	27,283.34	28,713.10	29,580.08		
16	C/T replacement wage			44,185.00	43,750.42	53,225.00		
17	C/T replacement exp			20,623.01	15,933.52	17,052.55		
18	Deputy C/T wage			42,700.00	42,009.86	43,168.00		
19	Deputy C/T expense			30,969.58	28,185.43	35,215.87		
20	Office assistant wage			11,500.00	11,644.49	12,246.00		
21	Office assistant expense			900.00	903.21	958.00		
22				1,722.50				
23	Office expense		Copier/computer, paper, supplies	5,500.00	7,663.07	9,000.00		
24	Legal		General legal advice	10,000.00	3,300.00	5,000.00		
25	Election-expense			4,725.00	2,447.35	5,925.00		
26	Financial review			12,000.00	13,650.00	14,250.00		
27	Treasurer-exp		Print/mail tax bills, FICA, bond	5,000.00	6,514.63	5,000.00		
28	Assessing-exp		Postage, notices, legal	1,250.00	2,873.71	1,250.00		
29	Assessing-contract		Annual contract	40,800.00	40,800.00	41,000.00		
30	Hall maintenance		Wax, supplies	2,500.00	4,163.50	3,500.00		
31	Hall electricity		150/mo	3,100.00	2,123.86	3,250.00		
32	Hall heat		3750 gal	3,750.00	3,381.73	6,187.50		
33	Hall clean			2,600.00	2,691.50	2,760.00		
34	Hall wage			0.00	270.00	300.00		
35	-retirement			0.00	0.00	0.00		
36	-FICA			0.00	0.00	0.00		
37	-medical			0.00	0.00	0.00		
38	-HVSL		Figured at years' end	0.00	0.00	0.00		
39	Refunds			1,750.00	1,250.00	1,750.00		
40	Bldg inspection exp		% of permits + bldg seals	40,000.00	60,735.28	50,000.00		
41	Occ deposit		\$400 refunded upon occupancy	5,000.00	9,000.00	5,000.00		
42	Engineer/consulting				0.00	3,750.00		
43	Human Resources				0.00			
44	Health Saving Account				8,250.00	4,500.00		
45	Msc-bonus			2,100.00	2,275.00	2,275.00		
46	*Gen Govt Total*			516,283.08	519,629.29	543,656.77		

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
47	Insurance-bldgs & equip			8,500.00	10,242.00	11,200.00		
48	Insurance-nondep			32,250.00	31,480.00	32,250.00		
49	*Insurance Total*			40,750.00	41,722.00	43,450.00		
50	Fire Board Levy		From Fire Board	295,362.10	295,362.10	310,130.00	CPI of 3.0 + 2 = 5 total	
51	Fire station exp(old)		Electric & repairs	13,229.00	1,295.66	6,100.00		
52	North station exp		Elevator & HVAC service, supplies	10,000.00	4,970.31	7,500.00		
53	North station electric			6,000.00	5,759.80	6,540.00		
54	North station fuel			4,750.00	3,958.10	7,837.50		
55	*Public Safety Total*			\$329,341.10	\$311,345.97	\$338,107.50		
56	Public Works							
57	Repair- equip		Tires, blades, brake chambers	45,976.98	41,862.25	45,000.00		
58	Shop-supp & exp		Gas, rags, cleaner, hose ends, etc.	15,000.00	9,407.14	15,000.00		
59	Ads & surveys		Paving ads	3,000.00	4,622.34	4,500.00		
60	ID-signs & posts		Street signs & posts	1,000.00	3,138.50	2,000.00		
61	Maint-surface			81,600.00	68,787.67	69,521.00		
62	Shop fuel-heat			5,000.00	3,941.34	8,250.00		
63	Vehicle fuel-NL			4,125.00	2,563.61	5,250.00		
64	Vehicle fuel-DF			38,500.00	36,477.50	49,000.00		
65	Oil & supplies			3,000.00	1,172.90	3,000.00		
66	Shop electricity			5,400.00	4,794.57	4,500.00		
67	Telephone			2,900.00	3,658.94	3,385.00		
68	Wages			229,459.53	200,803.26	222,350.22		
69	Retirement			11,472.98	11,001.04	11,117.51		
70	FICA			18,431.34	16,120.81	17,860.28		
71	Medical			51,448.88	49,585.17	51,686.57		
72	HVSL							
73	Building-repair		Lighting, HVAC, pump tank	3,000.00	5,070.10	3,000.00		
74	Street lights			13,800.00	13,216.03	13,800.00		
75	Legal-public works			12,000.00	1,200.00	6,000.00		
76	Quarry			10,000.00	20,838.96	19,750.00		
77	Msc (San. legal,consult)		Engineering	1,000.00	0.00	1,000.00		
78	*Public Works Total*			556,114.71	498,262.13	555,970.58		
79	Roads Capital Outlay							
80	-equipment			22,000.00	20,976.00	200,000.00		
81	-paving			533,995.00	568,032.00	538,670.00		
82	-chip seal			81,055.00	72,670.00	81,055.00		
83	-shoreline protection			30,000.00	0.00			
84	-shop			10,000.00	0.00	9,000.00		
85	-gravel & msc			120,875.00	76,944.03	50,000.00		
86	*Roads Outlay-Total*			797,925.00	738,622.03	878,725.00		

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
87	Capital Outlay-other				0.00			
88	-cemetery				7,000.00			
89	-broom			20,700.00	20,769.50	8,000.00		
90	-parks equipment				0.00	10,250.00		
91				43,696.71				
92	-fire equipment			0.00	0.00	0.00		
93	-office							
94	-buildings							
95	*Capital Outlay-Other Total*			64,396.71	27,769.50	18,250.00		
96	Recycling expense							
97	Recycling		Contract with Going	<u>25,000.00</u>	<u>22,679.53</u>	<u>25,000.00</u>		
98	*Recycling Total*			25,000.00	22,679.53	25,000.00		
99	Health & Human Services							
100	Dog pound			250.00	200.00	250.00		
101	LS cem-expense		Lath, seed, forms	275.00	273.58	275.00		
102	-wage			5,596.57	4,952.63	5,423.18		
103	-retirement			279.83	244.88	271.16		
104	-FICA			449.54	339.95	435.62		
105	-medical			1,254.85	1,076.50	1,260.65		
106	-HVSL				0.00			
107	Other cem-exp			410.00	1,853.58	410.00		
108	-wages			5,596.57	4,009.17	5,423.18		
109	-retire			279.83	244.88	271.16		
110	-FICA			449.54	339.95	435.62		
111	-medical			1,254.85	1,076.50	1,260.65		
112	-HVSL				0.00			
113	Treatment Plant		Grease traps, engineering	3,000.00	11,680.00	3,000.00		
114	Public Health		Hand sanitizer	<u>1,000.00</u>	<u>616.11</u>	<u>1,000.00</u>		
115	*Health/Hum Serv Tot			20,096.58	26,907.74	19,716.20		
116	Culture Rec & Education							
117	Parks-genl maint		Potties, seed, chemicals, paper	\$16,000.00	\$19,843.08	\$17,500.00		
118	Gills Rock park		Electricity	2,500.00	446.74	2,500.00		
119	Gills Rock Waterfront			71,000.00		40,000.00		
120	EB Harbor Maint.		Electricity, forms, phone, herbicide	2,250.00	3,715.93	1,250.00		
121	EB Harbor repairs			0.00	0.00	0.00		
122	Wills Park		Barrels, weeding	1,575.00	2,926.75	1,575.00		
123	Womens Club bldg		Electricity, bulbs, supplies	1,000.00	573.63	1,000.00		
124	EB Comm Center		Rain garden maint, supplies	50,000.00	2,347.21	7,000.00		
125	Europe Bay		Supplies, pump tank	500.00	500.00	500.00		
126	Fitzgerald park		Electricity	650.00	617.78	650.00		
127	Garrett Bay		Supplies	1,200.00	0.00	5,400.00		
128	Europe Lake park		Dock/ramp repairs	300.00	0.00	300.00		

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
129	Parks-garbage		Dumpster lifts	700.00	424.38	350.00		
130	-wages			39,176.02	25,962.99	37,962.23		
131	-retirement			1,958.80	1,714.19	1,898.11		
132	-FICA			3,146.81	2,858.82	3,049.32		
133	-medical			8,783.95	7,535.51	8,824.54		
134	-HVSL			0.00	0.00	0.00		
135	Grand View		From 57140	500.00	0.00	500.00		
136	Harbor wages EB		Harbormaster	10,312.50	10,312.50	10,343.75		
137	Wisconsin Bay				0.00			
138	Sand Bay		Supplies, pump tank	700.00	550.00	1,400.00		
139	Sales tax		% of slip and parking	500.00	1,335.72	500.00		
140	Equipment purchase				0.00			
141	Porte des Morts			750.00	0.00	750.00		
142	Maint-dredge, weeds		EB harbor weed, depth issues	3,000.00	0.00	3,000.00		
143	Engineering			2,000.00	0.00	2,000.00		
144	Staffing				0.00	0.00		
145	Property purchase			10,000.00	462.09	0.00		
146	*Culture Rec & Ed Total*			228,503.08	218,543.31	148,252.95		
147	<u>Economic Development</u>							
148	Non profit requests			50,550.00	42,737.48	95,000.00		
149	*Economic Dev Total*			50,550.00	42,737.48	95,000.00		
150	<u>Debt service</u>				0.00			
151	Fire tr loan I			9,971.88	9,878.23	5,631.88		
152	Fire tr loan P			166,620.34	166,667.00	167,968.89	Last pmt iin 2023	
153	GR Loan I			47,600.00	47,600.00	42,400.00		
154	GR Loan P			130,000.00	130,000.00	135,000.00	Last pmt iin 2028	
155	*Debt Serv Total*			354,192.22	354,145.23	351,000.77		
156	<u>Other/Msc</u>							
157	Msc: Hist parking(\$1000), shred cost(\$2300)			3,300.00	0.00	3,300.00		
158	Gills Rock Purchases			0.00	0.00	0.00		
159	Olson Val A Expenses			0.00	0.00	0.00		
160	*Other Exp Total*			3,300.00	0.00	3,300.00		
161	<u>Future Capital Improvements</u>							
162	Capital improvements public works			65,000.00	0.00	45,000.00		
163	Capital improvements fire equipment			30,400.00	\$0.00	30,400.00		
164	Capital improvements tech serv			12,000.00	\$47,053.79	55,000.00		
165	Capital improvements parks			2,000.00	1,863.79	13,007.37		
166	Fire Bd grant fund			0.00	0.00	0.00		
167	Capital improvements office			500.00	0.00	500.00		
168	Capital improvements-library			5,000.00		2,000.00		
169	*Capital Improvements Total*			114,900.00	48,917.58	145,907.37		
170	**TOT EXP**			3,101,352.48	2,851,281.79	3,166,337.14		

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
171	***Rcpts w/out levy***			526,427.49	629,745.03	571,603.14		
172	REVENUES							
173	Local tax levy			2,574,924.99	2,376,096.92	2,594,734.00		
174	Utility Levy				20,266.00	20,266.00		
175	Computer aid			0.00	341.92	0.00		
176	*Total Tax Levy*			2,574,924.99	2,396,704.84	2,615,000.00		
177	REVENUES--Other Tax							
178	Forest Crop		Tax from FC and MFL acres	400.00	241.67	200.00		
179	MFL		Tax from FC and MFL acres	12,000.00	18,907.11	18,687.11		
180	Delinquent pp tax		Personal property late payments	750.00	433.66	400.00		
181	Other (room tax)		Town gets 30% of collections	40,000.00	105,438.07	95,000.00		
182	*Other Tax Total*			53,150.00	125,020.51	114,287.11		
183	Intergovernmental Revenue							
184	Sh revenue-state		Per letter from Dept. of Revenue	20,927.08	20,933.73	20,904.27		
185	Fire ins dues			29,000.00	28,321.94	29,000.00		
186	Highway aid-state			266,742.00	266,742.00	272,121.50		
187	PMS program			300.00	295.81	300.00		
188	DNR-lieu of tax			21,000.00	3,670.47	3,600.00		
189	Grant-WEC Cares				0.00			
190	Personal Property aid			4,473.41	4,473.41	4,473.41		
191	Util Dist-Audit, labels				4,762.29	4,500.00		
192	TRIP funds							
193	Grant-Video service provider			0.00	3,315.02	3,000.00		
194	*Intergov Rev Total*			342,442.49	332,514.67	337,899.18		
195	Licenses & Permits							
196	Licenses-beer & liq		Liquor-\$500; Beer-\$100	10,355.00	10,420.00	9,900.00		
197	-cigarette		\$10/license		0.00			
198	-operator		\$10/license		30.00			
199	-soda		\$5 & \$10/license	80.00	75.00	0.00		
200	-dog		Treasurer share of licenses	375.00	742.00	400.00		
201	Dog pound fees		Capture of stray dogs		0.00			
202	Bldg insp fees		Estimate	40,000.00	51,573.29	40,000.00		
203	Occupancy deposit		Repaid upon occupancy	2,400.00	7,200.00	2,400.00		
204	Msc permits		Fireworks, picnic operator	40.00		40.00		
205	*Lic & Permit Total*			50,810.00	62,840.29	50,300.00		
206	Public Charges							
207	Fees-gen gov		Copies, documents	15.00		15.00		
208	-spl assess		Sewer & water laterals	3,500.00	6,000.00	3,500.00		
209	-drive perm		For new buildings/improvements	400.00	1,000.00	400.00		
210	-maint., sand		Road oil, sand, culverts	3,000.00	2,549.52	2,500.00		

Town of Liberty Grove

2022 Budget Finance Recommendation to Board

Draft #6

	A	B	C	G	J	K	L	M
2	Category		Contents	2021 Budget	2021 Tot(est)	2022 Proposed		
211	Graves sold		\$750 and \$1500	7,000.00	11,000.00	9,000.00		
212	Graves opened		Full burial \$650; Cremation \$300	8,000.00	8,350.00	7,000.00		
213	Dock rent			17,000.00	25,441.30	17,000.00		
214	Other public charge			0.00	419.92	0.00		
215	Tower			1,200.00	1,151.73	1,200.00		
216	Franchise fee		Charter/Spectrum	16,510.00	10,916.00	10,000.00		
217	*Public Chg Total*			56,625.00	66,828.47	50,615.00		
218	Grading & material		Culverts, sand	1,100.00	1,400.00	1,100.00		
219	LS cem-SB share		1/2 cemetery expenses	2,000.00	3,185.47	2,000.00		
220	*Intergov Chg Total*			3,100.00	4,585.47	3,100.00		
221	Interest			<u>5,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>		
222	*Interest Total*			5,000.00	1,000.00	1,000.00		
223	Miscellaneous Revenue							
224	Rent-post office		Contract	7,000.00	6,999.96	7,000.00		
225	-hall			1,300.00	1,245.00	1,300.00		
226	-W Club/Fitzgerald Park			1,500.00	425.00	500.00		
227	-land			250.00	250.00	250.00		
228	-fire station							
229	TLG portion-waste haulers		From outside service area	500.00	764.30	500.00		
230	Other, msc			0.00	510.00	0.00		
231	Tower agreement			0.00	1,200.00	0.00		
232	Refunds/rebates			750.00	792.93	750.00		
233	Recycling rebate		Through DC Highway	4,000.00	3,694.67	4,000.00		
234	Mining class				0.00			
235	Donations			0.00	100.00	0.00		
236	Scrap metal, duplicate				0.00			
237	Computer aid				0.00	101.85		
238	Tmt plant overage			0.00	0.00	0.00		
239	*Misc Rev Total*			15,300.00	15,981.86	14,401.85		
240	Funds Applied							
241	Debt proceeds				0.00			
242	Funds applied				0.00			
243	*Funds Applied Total*			0.00	0.00	0.00		
244	*Rcpt Wout Levy"			526,427.49		571,603.14		
245	Budgeted Expenses		Total expenses	3,101,352.48		3,166,337.14		
246	Budgeted Revenue		Non-tax revenue	-526,427.49		-571,603.14		
247	Levy		Expenses less non-tax revenue	2,574,924.99		2,594,734.00		
248	Levy Limit			(2,574,925.00)		(2,594,734.00)	After Revenue's calcs.	
249	Levy over(under)		Amount over(under) levy limit	(0.01)		(0.00)		-

Town of Liberty Grove

2022 Budget Donation Adjustments Levy Limit Calculations

Draft #6

	P	Q	R	S
36	Donation requests/finance adjustments			
37		2022		
38		requests		Finance Adjustments
39	GR ADV	4,500.00		2,825.00
40	EBSC	12,250.00		12,250.00
41	LGHS	26,140.00		21,525.00
42	DCHUM	5,000.00		3,000.00
43	Santa	19,300.00		7,850.00
44	GEODC	20,000.00		15,000.00
45	DCNO	31,250.00		31,250.00
46	Coastal	1,300.00		1,300.00
47		119,740.00		95,000.00
48				
49				
50	Levy limit calculations			
51	2020 levy + pers property aid(\$4,473.41)			2,579,398
52	Deduct debt pmts			-354,192
53	Adjusted levy			2,225,206
54	Net new construction(0.37%) (add \$8,233)			2,233,439
55	Levy limit less 2022 pers prop aid(\$4,473.41)			2,228,966
56	Adjustments: 2022 debt service			351,000
57	Fire department increase			14,768
58	Levy limit (cell K248)			2,594,734
59				
60				
61				

Town of Liberty Grove
Minutes of the Town Board meeting on October 6, 2021
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve Agenda
4. Approve Minutes: 9/15/2021
5. Payment of bills
6. Administrator's report
7. Public Input
8. Res 13-21, Adopting Municipal Wards
9. Designate official posting locations
10. Pursuant to Stat. 60.12 (1)(c) & 60.12 (2), call Special Town Meeting to set the 2021 tax levy on 11/9/2021 following a budget hearing which begins at 7:00pm
11. Correspondence
12. Future meetings
13. Adjourn

Chairman John Lowry called the meeting to order at 7:00 pm. Supervisors Cathy Ward and Paul Schwengel were present along with Administrator Walter Kalms and Clerk/Treasurer Anastasia Bell via (teleconference) Zoom.

Lowry moved, Ward second to approve the agenda with item #10 being postponed until the 10/20/2021 Board meeting. Supervisors Janet Johnson and Nancy Goss as well as 2 members of the public connected to the meeting during the discussion. Passed 5-0.

Schwengel moved, Lowry second to approve the minutes from 9/15/2021 as presented. Passed 5-0.

Lowry moved, Johnson second to approve the payment of bills as presented with a total of \$119,718.34. Passed 5-0.

Administrator Report – Kalms reported on the low attendance at the recent shredding/recycling day, he is working with the DOT on the Val-A drainage, a speed study has been requested for Highway 42 between downtown Ellison Bay and the Fire Station, a joint application may be filed with the Village for LRIP funds for Woodcrest Road, and the Finance Committee has completed their 2022 budget proposal.

Public Input – None.

Res 13-21, Adopting Municipal Wards – Bell reported this is a result of the 2020 census and the divisions were provided by the County. **Lowry moved, Ward second** to approve resolution 13-21 as presented. Roll call vote with Goss, Lowry, Schwengel, Ward and Johnson voting aye, no nays. Passed 5-0. The full resolution is available at the Town Office.

Official Posting Locations – Bell reported that the official posting locations should be changed since Sister Bay Automotive will no longer be available. **Lowry moved, Johnson second** to replace Sister Bay Motors with the town hall as the official posting location. Passed 5-0.

Correspondence – The water is good at the Hall, the Ingwersen application was approved by the County, Marc Savard has submitted a second CUP for a home business.

The next regular Town Board meeting will be on Wednesday, October 20, 2021 at 7:00pm or immediately following the Sanitary District meeting which starts at 6:45pm. A special Town

Board meeting was tentatively scheduled for 10/8/2021 or 10/11/21 to discuss the Wastewater Treatment Plant Settlement.

Lowry moved, Goss second to adjourn at 7:39pm. Passed 5-0.

Respectfully submitted, Anastasia Bell, Clerk/Treasurer

DRAFT

Town of Liberty Grove balance as of September 30,**2021****2020**

1 Municipal Checking account	1,201,204.32	1,469,043.29
Transfer from Checking	170,000.00	1,050,000.00
Interest (0.05%)	46.80	63.21
Balance as of September 30,	1,031,251.12	419,106.50
2 Money Market Acct.	649,040.18	648,536.10
Interest (0.05%)	26.67	79.42
Balance as of September 30,	649,066.85	648,615.52
3 Checking Acct.	124,553.26	128,480.79
Plus deposits and transfers	214,770.55	1,079,084.42
Less FICA	13,963.91	14,433.68
Less State withholding	1,757.15	1,797.78
Less payroll	27,590.68	28,068.68
Less disbursements	132,074.43	939,767.55
Balance as of September 30,	163,937.64	223,497.52
4 Utility District Checking	69,811.16	64,132.75
Utility District Savings	290,858.94	101,049.40
Utility District Restricted Savings	71,624.05	56,097.51
North Shore Bank CD (23 months ending 07/31/2022)	149,248.04	-
Nicolet CD 00-134	-	149,248.04
Nicolet CD 00-135	-	183,930.78
Balance as of September 30,	581,542.19	554,458.48
Municipal Checking	1,031,251.12	419,106.50
Money Market Acct.	649,066.85	648,615.52
Checking	163,937.64	223,497.52
Utility Dist.	581,542.19	554,458.48

As of September 30, 2021, the total in all Town accounts is:

1,845,678.02

October 14, 2021

Town Board:

Note on the 10/20/21 agenda the call of the Town meeting for the transfer of property. The issue is that part of the Ellison Bay Cemetery has gravesites on an adjacent property—see the enclosed overhead.

The adjacent landowners have agreed to swap land so the graves end up in the cemetery where they should be, and the Town gives them an equal amount of footage off the adjacent parcel to the south. A survey has relocated the lines with descriptions for deed purposes. The swap of land comes to 2,057 square feet each way.

This issue came up several years ago on the property to the north, parcel 32A2 when owned by the Jones couple. That was straightened out in a similar manner. They did not want to be responsible for any graves.

The acceptance of land as a gift is not subject to Town elector action, but I have included it so the public knows what is happening. Disposal of real property is an elector authorization.

Bud

PONTECORE TRST

JACOBS

LIBERTY GROVE CEMETERY

LIBERTY GROVE



TOWN OF LIBERTY GROVE
RESOLUTION 14-21
PARTICIPATION IN SECTION 125 PREMIUM ONLY PLAN

The undersigned Principal of the Town of Liberty Grove (the Employer), hereby certifies that the following resolutions were duly adopted by the Town Board of the Town of Liberty Grove, as the board of directors of the Employer, on January 1, 2022, and that such resolution has not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective January 1, 2022 presented to this meeting is hereby approved and adopted and that the proper Board Supervisors of the Town of Liberty Grove are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implements the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Town of Liberty Grove shall act as soon as possible to notify the employees of the Town of Liberty Grove of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, Door County, Wisconsin do hereby certify that the above is a true and correct copy of a resolution which was adopted at a properly noticed meeting of the Town of Liberty Grove Board on the ____ day of ____, 2021 by a vote of aye: ____ nay: ____.

Dated this ____ day of ____, 2021

Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove
Minutes of the Plan Commission meeting on October 14, 2021

(This meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 8/11/21
5. Public Input
6. Variance application: Yacht Haven LLC – parcel 018-02-32322844C5, setback from OHWM
7. Correspondence
8. Future meeting dates
9. Adjourn

Chair Nancy Goss called the meeting to order at 7:01pm. Commissioners Anne Miller, Paul Bokelmann, Cathy Ward, Dan Watts, and Paul Schwengel were present along with Clerk/Treasurer Anastasia Bell and 1 member of the public via teleconference (Zoom).

Ward moved, Miller second to approve the agenda as posted. Passed 6-0.

Ward moved, Goss second to approve the 8/11/21 minutes as presented. Passed 6-0.

Public Input – Bell noted letters will be sent to STR owners tomorrow. Goss reported that the County will be working on the maps. Commissioner Bill Surbaugh connected to the meeting.

Variance Application, Parcel 018-02-32322844C5 – Russ Forkert, Yacht Haven LLC, indicated the purpose will be to launch and retrieve customer boats from dry stack storage since this has been occurring in Sister Bay 150 times per week. Since 2003, County Zoning hasn't address structures within the Ordinary High Water Mark (OHWM) which is the reason for a variance. Based on question from Commissioners, Forkert confirmed that the current parking area will be used to access the ramp and staff will be launching the boats, not the public. Goss noted that the unique property limitation lies in the fact that the County does not recognize structures within the OHWM, the DNR has indicated that this ramp would pose no public harm, and the ramp will ultimately decrease the traffic burden. **Goss moved, Miller second** to recommend variance approval for parcel 018-02-32322844C5 to vary the setback from the OHWM for the purpose of installing a launch ramp for Yacht Haven, LLC. Passed 7-0.

Correspondence – Savard CUP scheduled for the next Plan Commission meeting.

The next meeting will be 10/27/2021 at 7:00pm via Zoom.

Miller moved, Bokelmann second to adjourn at 7:32pm. Passed 7-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer



County of Door LAND USE SERVICES DEPARTMENT - ZONING

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Benjamin Degner - Zoning Administrator
Phone: (920) 746-2266
FAX: (920) 746-2387

September 14, 2021

Town of Liberty Grove
C/O Anastasia Bell
11161 Old Stage Road
Sister Bay, WI 54234

Re: Petition for Grant of Variance
Tax Parcel No. 018-02-32322844C5
10967 Highway 42

Greetings:

We are sending you this letter to notify the town that there will be a hearing regarding a request for a variance on a property in the Town of Liberty Grove at an upcoming Door County Board of Adjustment meeting. The scheduling process for the hearing will begin on October 22, 2021, unless we hear from the town before that date. The hearing will be held no sooner than three weeks after the scheduling process is begun.

Yacht Haven LLC petitions the Door County Board of Adjustment for a variance from Section IV.B.2.b. of the Door County Shoreland Zoning Ordinance which requires structures meet a 75' setback from the Ordinary High Water Mark (OHWM) of Green Bay. Yacht Haven LLC proposes to construct a 20' x 80' ramp for boat launches related to the Yacht Haven LLC's marina to the south. A variance is required since the footprint will be as close as 0' from the OHWM of Green Bay. The parcel is in a mixed commercial zoning district. *Door County Land Use has determined that the part of the boat launch on the vacant lot will need to be combined to the southern parcel with the marina and a conditional use permit will need to be applied for and issued if the variance is successful.*

Enclosed is a "Town Recommendation Worksheet" which we ask you to complete and send back to the Door County Land Use Services Department. As a reminder, comments may be submitted to the Land Use Services Department up to 3:30 p.m. the day before the public hearing, and/or the town may offer verbal testimony at the hearing.

The applicant has the responsibility to contact the Town of Liberty Grove (Anastasia Bell, Clerk: 920-854-2934) to determine if/when the town may be meeting to discuss this matter.

Sincerely,


Benjamin A. Degner
Zoning Administrator

Enc.: Variance application packet & town recommendation worksheet

CC: Yacht Haven LLC

CC: w/o Encl: Property owners within 300 feet of subject property

Door County Planning Department Request for Town Recommendation

Yacht Haven LLC petitions the Door County Board of Adjustment for a variance from Section IV.B.2.c.2 of the Door County Shoreland Zoning Ordinance which requires structures be setback at least 75 feet from the Ordinary High Water Mark (OHWM) of Green Bay.

Yacht Haven LLC proposes to construct a 20' x 80' boat launch to provide additional water access for their marina. The boat launch would be as close as 0 feet from the OHWM. This parcel is located immediately north of 10967 Highway 42 and in a Mixed Commercial Zoning District.

Variances are being requested since the expanded footprint will be located as close as 0' from the OHWM of Green Bay.

The (circle one) Town Board / Planning Committee of the Town of _____ held a legally noticed and posted meeting on _____, at which, by a vote of ____ (Yea) to ____ (Nay), the town recommended (check one) ____ **SUPPORT** ____ **DENIAL** for a variance.

Reason(s) for the town's decision:

Is the proposal consistent with the Town Comprehensive Plan?

Concerns or objections the town may wish to see potentially addressed through conditions:

Town Clerk Signature _____ Date _____

***See reverse for variance criteria.**

Return to Door County Planning Department, 421 Nebraska St., Sturgeon Bay, WI, 54235. FAX: (920)746-2387.

GENERAL CRITERIA REGARDING ZONING HEARING CASES IN DOOR COUNTY

This document is intended to provide a general guide to the issues and criteria to consider when making decisions regarding this type of zoning hearing. It should not be considered a complete guide to applicable statutes or ordinances.

PETITION FOR VARIANCE

(See Door County Zoning Ordinance section 11.06 and Wisconsin Statutes section 59.694.)

A petition for variance is a request to relax one or more of the dimensional requirements or restrictions of the ordinance (road, water, or property line setbacks; building size or height, etc.). The Door County Zoning Ordinance only allows so-called “area” variance petitions – it does not permit application for a variance where a use not allowed in that zoning district would be established (a “use” variance). Note that variances “run with the land” and not with the applicant; an approved variance is permanently attached to the parcel in question.

By state statute, petitions for variance from the county zoning ordinance are heard and decided upon at a public hearing before the board of adjustment or appeals (called the Board of Adjustment in Door County), members of which are appointed by the County Board of Supervisors. Appeals of Board of Adjustment decisions are heard in the court system.

Criteria for evaluating “area” variance petitions

(Note: Responses to the three bolded questions below should be “yes” in order to justify granting the variance in accordance with legal/case law criteria.)

- **Do physical limitations of the property prevent compliance with ordinance standards?**

Examples of physical limitations include wetland presence, parcel shape, steep slopes, etc.

- **Will granting the variance have no effect on the public interest?**

- *Public interest includes additional runoff, affects on the quality of fish or wildlife habitat, impacts on scenic beauty, etc. Cumulative effects must be considered.*
- *Public interest includes the interest of the public at large, not just that of nearby property owners.*
- *Lack of local opposition does not in itself mean that a variance will not harm the public interest.*
- *A variance should include only the minimal relief necessary to allow reasonable use of the property.*
- *The board's actions should be consistent with stated ordinance objectives.*
- **Is an “unnecessary hardship” present?**
 - *Does compliance with the ordinance unreasonably prevent the owner from using the property for a permitted purpose, or is conformity with restrictions unnecessarily burdensome for the property owner?*
 - *Is there a unique physical property limitation? (See above.)*
 - *The variance is not warranted if the physical character of the property allows a landowner to develop or build in compliance with the zoning ordinance.*
 - *Financial hardship is not grounds for a variance.*
 - *Self-imposed hardship or personal preference are not grounds for a variance. (Note that “self-imposed hardship” has been determined by courts to mean either current or former owners.)*
 - *The hardship cannot be one that would have existed in the absence of zoning.*

One final consideration: Will granting the variance serve an overriding public interest? (If yes, granting the variance may possibly be justifiable even if other criteria point toward denial.)

DOOR COUNTY PLANNING DEPARTMENT
421 Nebraska Street
Door County Government Center
Sturgeon Bay, Wisconsin 54235
(920-746-2323)

RECEIVED

AUG 31 2011

PETITION FOR GRANT OF VARIANCE

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

A variance is a relaxation of a standard in a land use ordinance. Variances are decided by the zoning board of adjustment. The zoning board is a quasi-judicial body because it functions almost like a court. The board's job is not to compromise ordinance provisions for a property owner's convenience but to apply legal criteria provided in state laws, court decisions and the local ordinance to a specific fact situation. Variances are meant to be an infrequent remedy where an ordinance imposes a unique and substantial burden.

PETITION: (I) (We)

PO BOX 301 -

Full Name YACHT HAVEN, LLC Telephone No. 920-854-2124
Mailing Address PO BOX 199
City SISTER BAY State WI Zip 54234
hereby petition(s) the Door County Board of Adjustment for a variance from
Section (s) 3.07(1) See Attachment A

of the Door County Zoning Ordinance which requires
SET BACK. See Attachment A a high WATER

(I) (We) propose to CONSTRUCT A PRIVATE BOAT LAUNCH
ACCESS WITH A SHARED DRIVEWAY

LOCATION:

The description of the property involved in this petition is located at:
Fire # - Road Hwy. 42 Township LIBERTY GROVE
Govt Lot 4 or $\frac{1}{4}$ - $\frac{1}{4}$ Section 32 Town 28 North, Range 32 East
Tax Parcel No. 018-02-34328445
Zoning District MCL Lot Size .6 ACRES
Existing use of structure or land in question VACANT LOT ADJACENT
TO EXISTING MARINA/BOAT YARD

ATTACHMENTS:

- 1) A Site Plan, drawn to-scale, indicating lot size, size of buildings and decks, distances between buildings and the centerlines of all abutting roads, ordinary high water mark, lot lines (identify lot markers), the sanitary waste disposal system and well. If a survey is available, please submit the survey. (If plans exceed an 11" x 17" format, submit one additional copy of each sheet reduced to 11" x 17")
- 2) Building Plans, drawn to scale, of the proposed project, including floor plans and elevation views. The application will not be processed without scaled drawings. Plans submitted with this petition will be the only plans reviewed by the Board of Adjustment. A change in plans may require a new petition, fee, and public hearing.) (If plans exceed an 11" x 17" format, submit one additional copy of each sheet reduced to 11" x 17")
- 3) Please provide complete responses regarding a), b), and c) below. Attach additional pages if necessary. To qualify for a variance, the applicant must demonstrate that their request/situation meets the following three requirements:

(a) Unique property limitations

Unique physical limitations of the property such as steep slopes or wetlands that are not generally shared by other properties must prevent compliance with ordinance requirements. The circumstances of an applicant (growing family, need for a larger garage, etc.) are not factors in deciding variances. Nearby ordinance violations, prior variances or lack of objections from neighbors do not provide a basis for granting a variance.

Unique features of this property prevent compliance with the terms of the ordinance, including:

None

FOR OFFICE USE ONLY

Receipt No. 3576 Fee 450.⁰⁰ Date 8-31-21

Hearing Advertised Dates: _____

Hearing Date _____ Decision _____

TOWN OF: _____

OWNER: _____

SECTION _____ T _____ N, R _____ E

PARCEL NO.: 0 - - -

PETITION FOR GRANT OF VARIANCE - PAGE 2

(b) No Harm to Public Interests

A variance may not be granted which results in harm to public interests. In applying this test, the Board of Adjustment must consider the impacts of the proposal and the cumulative impacts of similar projects on the interests of the neighbors, the entire community and the general public. These interests are listed as objectives in the purpose statement of an ordinance and may include:

RECEIVED

- Public health, safety and welfare
- Water quality
- Fish and wildlife habitat
- Natural scenic beauty
- Minimization of property damages
- Provision of efficient public facilities and utilities
- Achievement of eventual compliance for nonconforming uses, structures and lots
- Any other public interest issues

LAND USE SERVICES DEPARTMENT

A variance will not be contrary to the public interest because:

- No harm to public interest.
- By having our own launch ramp there will be less traffic on the highway running to the village ramp.

(c) Unnecessary hardship

An applicant may not claim unnecessary hardship because of conditions which are self-imposed or created by a prior owner (for example, excavating a pond on a vacant lot and then arguing that there is no suitable location for a home). Courts have also determined that economic or financial hardship does not justify a variance. When determining whether unnecessary hardship exists, the property as a whole is considered rather than a portion of the parcel. The property owner bears the burden of proving unnecessary hardship.

For an area variance, unnecessary hardship exists when compliance would unreasonably prevent the owner from using the property for a permitted purpose (leaving the property owner without any use that is permitted for the property) or would render conformity with such restrictions unnecessarily burdensome. The board of adjustment must consider the purpose of the zoning restriction, the zoning restriction's effect on the property, and the short-term, long-term and cumulative effects of a variance on the neighborhood, the community and on the public interests.

Unnecessary hardship is present because:

Definition of a permanent structure was changed and Feb 22, 2000 - Ord. #04-00 it changes our ability to construct a launch ramp

- 4) A non-refundable (\$450.00) fee payment to defray the cost of publishing the legal notice and mailing to all interested parties.

AUTHORIZATION FOR INSPECTION:

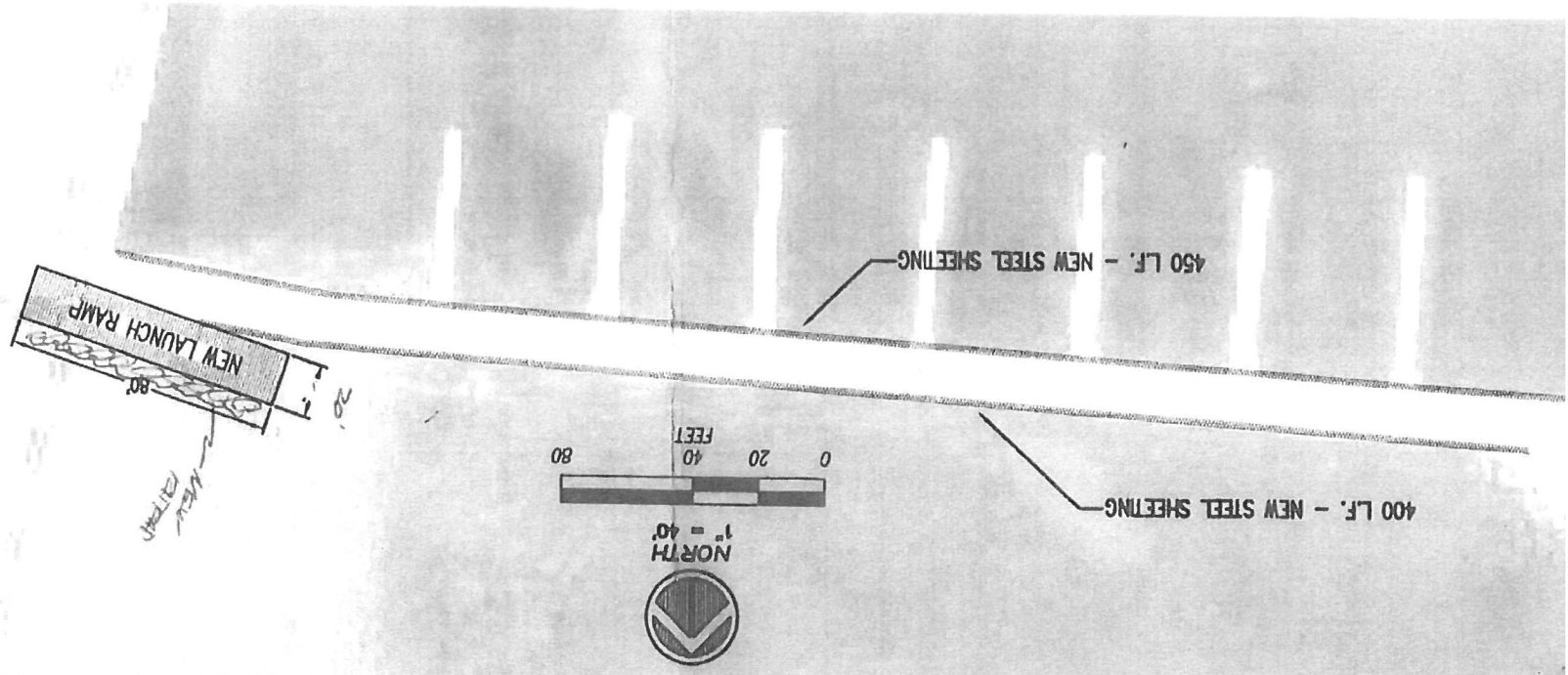
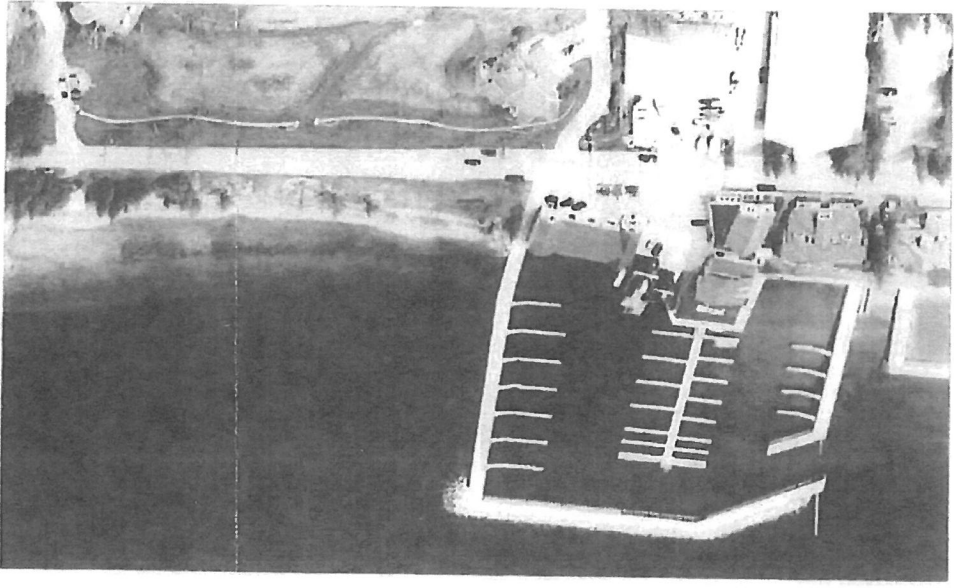
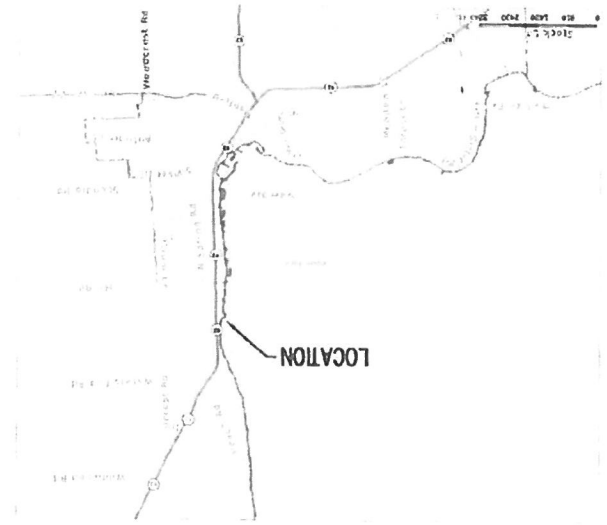
I hereby authorize the Zoning Administrator to enter upon the premises for which this petition is made at any reasonable time for all purposes of inspection related to this petition.

CERTIFICATION:

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

SIGNATURE OF PETITIONER / AGENT.

NAME.



LAUNCH RAMP
CONSTRUCTION PLAN

Yacht Works
10967 S.T.H. 42'
Sister Bay, Wisconsin



1146 OLD STATE CT.
SISTER BAY, WI 53081
PHONE: 920-421-2400
FAX: 920-421-2401
WWW.YACHTWORKS.COM

DATE: 10-14-13
BY: J. W. WILSON
CHECKED: J. W. WILSON
APPROVED: J. W. WILSON
13 Yacht Works - 10967 S.T.H. 42' Sister Bay, WI 53081

10-14-13
J.W. WILSON
J.W. WILSON

PETITION FOR GRANT OF VARIANCE

Yacht Haven LLC

ATTACHMENT A

The applicant hereby petitions the Door County Board of Adjustment for variances from Section IV.B.2.b. of the Door County Shoreland Zoning Ordinance. Section IV.B.2.b of the Door County Shoreland Zoning Ordinance states that the structure shall be located at least 75' from the ordinary high water mark (OHWM) of Green Bay. The applicant proposes to construct a new private boat ramp to access Green Bay. The boat ramp will be as close as 0' from the OHWM.

BACKGROUND INFORMATION:

The proposed location of the boat ramp is on the vacant lot to the north of the existing marina. This project will also need a conditional use permit and to be combined with the existing marina if the variance is successful to expand the marina.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



05/27/2021

Russ Forkert
P.O. Box 199
Sister Bay, WI 54234
[sent electronically]

IP-NE-2021-15-01101

RE: Application to place steel sheeting in front of an existing and failing wood crib dock, to place riprap, and a launch ramp on Green Bay in the Town of Liberty Grove, Door County.

Dear Mr. Forkert:

The Department of Natural Resources has completed its review of your application for a permit to place a pier on Green Bay located at 10967 State Hwy-42, Sister Bay, WI 54234, in the SE 1/4, SW 1/4, Section 32, Township 32, Range 28E, Town of Liberty Grove, Door County. You will be pleased to know your application is approved.

I am attaching a copy of your permit, which lists the many important conditions that must be followed to protect water quality and habitat. **A copy of the permit must be posted for reference at the project site.** Please read your permit conditions carefully so that you are fully aware of what is expected of you.

Please note you are required to submit photographs of the completed project within 7 days after you've finished construction. This helps both of us to document the completion of the project and compliance with the permit conditions.

Your next step will be to notify me of the date on which you plan to start construction and again after your project is complete.

If you have any questions about your permit, please call me at 715-4416-3827 or you can reach me by email at sarah.szabo@wisconsin.gov.

Sincerely,

Sarah Szabo

Sarah Szabo

Water Management Specialist

Email cc:

U.S. Army Corps of Engineers
Richard Brauer, Door County Zoning Administrator
Ben Degner, Door County Zoning Administrator
Mike Neal, Conservation Warden, DNR
Mike Kahr, Engineer, Death's Door Marine Inc.

RECEIVED

AUG 31 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES

PIER PERMIT
IP-NE-2021-15-01101

Application of Russ Forkert is hereby granted under Sections 30.12 and 30.208, Wisconsin Statutes, a permit to place a pier on Green Bay located at 10967 State Hwy-42, Sister Bay, WI 54234, in the SE 1/4, SW 1/4, Sec. 32, T. 32, R. 28E, Town of Liberty Grove, Door County, subject to the following conditions:

PERMIT

1. You must notify Sarah Szabo at phone (715) 416-3827 or email sarah.szabo@wisconsin.gov before starting construction and again not more than 5 days after the project is complete.
2. You must complete the project as described on or before **05/27/2024**. If you will not complete the project by this date, you must submit a written request for an extension prior to expiration of the initial time limit specified in the permit. Your request must identify the requested extension date. The Department shall extend the time limit for an individual permit or contract for no longer than an additional 5 years if you request the extension before the initial time limit expires. You may not begin or continue construction after the original permit expiration date unless the Department extends the permit in writing or grants a new permit.
3. This permit does not authorize any work other than what you specifically describe in your application and plans, and as modified by the conditions of this permit. If you wish to alter the project or permit conditions, you must first obtain written approval of the Department.
4. Before you start your project, you must first obtain any permit or approval that may be required for your project by local zoning ordinances and by the U.S. Army Corps of Engineers. You are responsible for contacting these local and federal authorities to determine if they require permits or approvals for your project. These local and federal authorities are responsible for determining if your project complies with their requirements.
5. Upon reasonable notice, you shall allow access to your project site during reasonable hours to any Department employee who is investigating the project's construction, operation, maintenance or permit compliance.
6. The Department may modify or revoke this permit for good cause, including if the project is not completed according to the terms of the permit or if the Department determines the activity is detrimental to the public interest.
7. **You must post a copy of this permit at a conspicuous location on the project site, visible from the waterway, for at least five days prior to construction, and remaining at least five days after construction.** You must also have a copy of the permit and approved plan available at the project site at all times until the project is complete.
8. Your acceptance of this permit and efforts to begin work on this project signify that you have read, understood and agreed to follow all conditions of this permit.
9. **You must submit a series of photographs to the Department, within one week of completing work on the site.** The photographs must be taken from different vantage points and depict all work authorized by this permit.

10. You, your agent, and any involved contractors or consultants may be considered a party to the violation pursuant to Section 30.292, Wis. Stats., for any violations of Chapter 30, Wisconsin Statutes, or this permit.

11. Construction shall be accomplished in such a manner as to minimize erosion and siltation into surface waters. Erosion control measures (such as silt fence and straw bales) must meet or exceed the technical standards of ch. NR 151, Wis. Adm. Code. The technical standards are found at: http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.

12. All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.

The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

1. **Inspect and remove** aquatic plants, animals, and mud from your equipment.

AUG 31 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

2. Drain all water from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
3. Dispose of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.
4. Wash your equipment with hot (>140° F) and/or high-pressure water,

-OR-

Allow your equipment to dry thoroughly for 5 days.

13. Banks and other erodible areas must be seeded, mulched or sodded to prevent erosion. Temporary and final erosion control measures are to be installed immediately and must be kept in place until site stabilization is completed. Temporary erosion control measures such as straw bales and silt fences must be put in place prior to any precipitation or if work ceases for longer than 24 consecutive hours.
14. To protect spawning fish and nursery habitat, no construction shall occur between March 15 or "ice-out", whichever is earlier and July 1 of any year.
15. Disturbance of bank vegetation must be kept to a minimum during construction. Any vegetative removal must comply with local zoning regulations.
16. You must not temporarily or permanently deposit or store any materials in any wetland, floodplain, or below the ordinary high watermark of any waterway.
17. Irregular shaped riprap shall be placed randomly, not result in a flat surface, and have sufficient gaps to absorb wave energy.
18. No waterward extension of the property is permitted other than what is necessary to construct the project and protect the existing bank.
19. You are required to properly install a turbidity barrier in the waterway around your project if the project is to be completed during open water conditions. The barrier shall be designed for rough water conditions and be installed prior to commencement of any work and shall remain in place for 48 hours upon completion.

FINDINGS OF FACT

1. Russ Forkert, P.O. Box 199, Sister Bay, WI 54234, filed an application with this Department on 03/26/2021, under sections Sections 30.12 and 30.208, Wisconsin Statutes, to place a pier on Green Bay located at 10967 State Hwy-42, Sister Bay, WI 54234, in the SE 1/4, SW 1/4, Sec. 32, T. 32, R. 28E, Town of Liberty Grove, Door County.
2. The project consists of placing steel sheeting in front of an existing and failing wood crib dock, placing riprap, and a launch ramp on the north side.
3. The Department has completed an investigation of the project site and has evaluated the project as described in the application and plans.
4. Green Bay is a navigable water (and no bulkhead exists at the project site).
5. The proposed project, if constructed in accordance with this permit will not adversely affect water quality, will not increase water pollution in surface waters and will not cause environmental pollution as defined in s. 283.01(6m), Wis. Stats.
6. The proposed project will not impact wetlands if constructed in accordance with this permit.
7. The Department of Natural Resources has determined that the agency's review of the proposed project constitutes an equivalent analysis action under s. NR 150.20(2), Wis. Adm. Code. The Department has considered the impacts on the human environment, alternatives to the proposed projects and has provided opportunities for public disclosure and comment. The Department has completed all procedural requirements of s. 1.11(2)(c), Wis. Stats., and NR 150, Wis. Adm. Code for this project.
8. The Department of Natural Resources and the applicant have completed all procedural requirements and the project as permitted will comply with all applicable requirements of Sections 30.12 and 30.208, Wisconsin Statutes and Chapters NR 102, 103, and 326 of the Wisconsin Administrative Code.

RECEIVED

AUG 31 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

9. The structure or deposit will not materially obstruct navigation because the steel sheeting will be placed around an existing solid pier.
10. The structure or deposit will not be detrimental to the public interest because the project will be completed in accordance with permit conditions.
11. The structure or deposit will not materially reduce the flood flow capacity of a stream because the riprap is being placed along the shoreline of the Great Lakes, the steel sheeting will be placed around an existing solid pier, and no stream will be blocked off from this project.

CONCLUSIONS OF LAW

1. The Department has authority under the above indicated Statutes and Administrative Codes, to issue a permit for the construction and maintenance of this project.

NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions shall be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review shall name the Department of Natural Resources as the respondent.

To request a contested case hearing of any individual permit decision pursuant to section 30.209, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources, P.O. Box 7921, Madison, WI, 53707-7921. The petition shall be in writing, shall be dated and signed by the petitioner, and shall include as an attachment a copy of the decision for which administrative review is sought. If you are not the applicant, you must simultaneously provide a copy of the petition to the applicant. If you wish to request a stay of the project, you must provide information, as outlined below, to show that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment. If you are not the permit applicant, you must provide a copy of the petition to the permit applicant at the same time that you serve the petition on the Department.

The filing of a request for a contested case hearing is not a prerequisite for judicial review and does not extend the 30 day period for filing a petition for judicial review.

A request for contested case hearing must meet the requirements of section 30.209, Wis. Stats., and sections NR 2.03, 2.05, and 310.18, Wis. Admin. Code, and if the petitioner is not the applicant the petition must include the following information:

1. A description of the objection that is sufficiently specific to allow the department to determine which provisions of this section may be violated if the proposed permit or contract is allowed to proceed.
2. A description of the facts supporting the petition that is sufficiently specific to determine how the petitioner believes the project, as proposed, may result in a violation of Chapter 30, Wis. Stats.,
3. A commitment by the petitioner to appear at the administrative hearing and present information supporting the petitioner's objection.

If the petition contains a request for a stay of the project, the petition must also include information showing that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment.

Dated at the Northeast Region Headquarters, Green Bay Wisconsin on 05/27/2021.

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

For the Secretary

By: 

Sarah Szabo

Water Management Specialist

RECEIVED

AUG 31 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

Degner, Benjamin

From: Russ Forkert <russ@yachtworks.com>
Sent: Saturday, September 4, 2021 3:03 PM
To: Degner, Benjamin
Cc: Deb Duren
Subject: Yacht Haven ISR
Attachments: 2017 Yacht Haven, LLC - 10967 State Hwy. 42, Sister Bay.pdf

Ben,

Thanks for calling Friday. Attached is an appraisal from 2017 showing the square footage of parcel 018-02-32322844C5 being 26,136 Square Feet on page 7. The launch ramp will be 20 feet wide at the waters edge and run up the slope to the east 50 feet at which point it will run another 50 feet east but tapering from 20 feet wide to zero. The total square footage from the water to the road will be 1500 Square Feet. Divided by 26,136 is a coverage ratio of .0573.

Thanks for your assistance. I'll reach out to you when I return about the cottage at 10987 N Baysshore.
Cheers,

Russ Forkert
Yacht Works, Inc
920-421-0300



Town of Liberty Grove

We're Like Nowhere Else

September 27, 2021

To: Yacht Haven LLC

Ref: Petition for Grant of Variance, Parcel # 018-02-32322844C5, 10967 Highway 42

This letter comes to you as notice that the Town of Liberty Grove has received a copy of your Petition for Grant of Variance for parcel # 018-02-32322844C5.

The Town Plan Commission will discuss and act on this application at a teleconference (Zoom) meeting to be held Wednesday, October 13, 2021 beginning at 7:00 PM at the Liberty Grove Town Hall at 11161 Old Stage Road. The Plan Commission will hear comments on this petition and make a recommendation to the Door County Planning Department. You or your representative may attend this meeting on October 13th and comment on this variance. If you cannot attend the meeting, you may send comments to the Town at the address below, by fax to 920-854-7366, or by email to tlibertygrove@gmail.com. Written, faxed, and emailed comments will be received up until 4:00 PM on the day of the Plan Commission meeting. Documents relating to this project are available for inspection at the Liberty Grove Town Hall on Old Stage Road, by requesting a PDF file of the application from the Town office, or at the Door County Government Center at 421 Nebraska St. in Sturgeon Bay.

Sincerely,

Anastasia Bell

Anastasia Bell, Clerk/Treasurer
Town of Liberty Grove

Zoom link: <https://us02web.zoom.us/j/83628890171?pwd=c2RWSTBaSHdVSHRMMkdXMUQ0dTczdz09>
Meeting ID: 836 2889 0171
Password: 457175

11161 Old Stage Road • Sister Bay, WI 54234

Phone (920) 854-2934 • Fax (920) 854-7366 • www.libertygrove.org



Town of Liberty Grove

We're Like Nowhere Else

September 27, 2021

To: Adjacent landowners of Yacht Haven LLC
Parcel # 018-02-32322844C5, 10967 Highway 42

Ref: Petition for Grant of Variance

This letter comes to you as notice that Yacht Haven LLC petitions the Door County Board of Adjustment for a variance from Section IV.B.2.b of the Door County Shoreland Zoning Ordinance which requires structures to meet a 75' setback from the Ordinary High Water Mark (OHWM) of Green Bay. Yacht Haven LLC proposed to construct a 20' x 80' ramp for boat launches related to the Yacht Haven LLC's marina to the south. A variance is required since the footprint will be as close as 0' from the OHWM of Green Bay. The parcel is in a mixed commercial zoning district. Door County land Use has determined that the part of the board launch on the vacant lot will need to be combined to the southern parcel with the marina and a conditional use permit will need to be applied for and issued if the variance is successful.

The Town Plan Commission will discuss and act on this application at a teleconference (Zoom) meeting to be held Wednesday, October 13, 2021 beginning at 7:00 PM at the Liberty Grove Town Hall at 11161 Old Stage Road. The Plan Commission will hear comments on this petition and make a recommendation to the Door County Planning Department. You or your representative may attend this meeting on October 13th and comment on this variance. If you cannot attend the meeting, you may send comments to the Town at the address below, by fax to 920-854-7366, or by email to tlibertygrove@gmail.com. Written, faxed, and emailed comments will be received up until 4:00 PM on the day of the Plan Commission meeting. Documents relating to this project are available for inspection at the Liberty Grove Town Hall on Old Stage Road, by requesting a PDF file of the application from the Town office, or at the Door County Government Center at 421 Nebraska St. in Sturgeon Bay.

Sincerely,

Anastasia Bell
Anastasia Bell, Clerk/Treasurer
Town of Liberty Grove

Zoom link: <https://us02web.zoom.us/j/83628890171?pwd=c2RWSTBaSHdVSHRMMkdXMUQ0dTCzdz09>

Meeting ID: 836 2889 0171

Password: 457175

11161 Old Stage Road • Sister Bay, WI 54234

Phone (920) 854-2934 • Fax (920) 854-7366 • www.libertygrove.org

CONSULTING LTD METRO MEDIA
1834 WOODRING RD
SANIBEL, FL 33957

YACHT HAVEN LLC
PO BOX 199
SISTER BAY, WI 54234

WILLIAM L ERICKSON
1220 W CHURCH ST CHAMPAIGN, IL
61821

SOL STEVEN LEITZKE
N4855 COUNTY E
HUSTISFORD, WI 53034

THOMAS G & BETH WITTMANN
TRST
2040 N TIMBER TRAIL LN
OCONOMOWOC, WI 53066

RICHARD P BRANDT TRST
1152 WINDSLOW CIR
CRYSTAL LAKE, IL 60014

GEORGE L & ANNETTE J ERICKSON
TRST
10554 APPLEWOOD RD #232
SISTER BAY, WI 54234

STEPHEN S STANLEY
360 W ILLINOIS ST APT 9B
CHICAGO, IL 60654

YACHT STORAGE LLC
PO BOX 199
SISTER BAY, WI 54234

LON E & MARY C ROBERTS TRST
1807 MAPLE HILL RD
WAUSAU, WI 54403

JAMES E & KRISTINE JOHNSON TRST
2167 SCANDIA RD
SISTER BAY, WI 54234

PETE & PAMELA ANAST TRST
564 S ARLINGTON AVE
ELMHURST, IL 60126

Town of Liberty Grove
Minutes of the Finance Committee on October 5, 2021
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Approve Agenda
4. Approve Minutes 9/13/21
5. Review of Town Finances and 2022 Budget Proposal
6. Town-wide garbage service
7. Future meetings
8. Adjourn

Chair Nancy Goss called the meeting to order at 6:32pm. Committee members Janet Johnson, Andrew Gantman, Gary Kemp, Paul Schwengel, and Karen Studebaker were present along with Administrator Walter Kalms, and Clerk/Treasurer Anastasia Bell via Zoom.

Kemp moved, Schwengel second to approve the agenda as posted. Passed 6-0.

Johnson moved, Kemp second to approve the 9/13/21 minutes as presented. Passed 6-0.

Town Finances and 2022 budget – Kalms reported on the changes made to draft #5 of the 2022 budget. The following were discussed during the review:

- Personnel has made wage recommendations and they are reflected in various lines
- Insurance expenses are still estimated to increase by 20%. No official information yet.
- Line 9, Tech committee – increase by \$3,085.78
- Line 11, Library maint – this is the number from the Library Committee
- Line 22, Retirement – decrease by \$3,085.78
- Line 50, Fire board Levy – this is not official yet
- Line 80, paving – increase funds for Woodcrest and removed Twin Pine Dr. based on conversations with the Village on the project.
- Line 118, Gills Rock park - \$2,000 is playground equipment & \$500 is general expenses
- Line 144, Staffing – this has been split amongst payroll categories for a 5th person.
- Line 168, Capital improvements-library – this is from the Library Commission request
- Line 174, Utility Levy – this is not under the Town levy.

Kemp moved, Johnson second to recommend to the Town Board the 2022 budget proposal as reviewed tonight. Passed 7-0. It was requested that new members are provided an explanation of the budget process upon being appointed to the Finance Committee

Town-wide Garbage Service – Johnson reported that Going Garbage that the funds available from the WWTP settlement and Larson property would be sufficient for the first year of service. The following items were noted during the discussion:

- A public compost site is likely to increase Town disposal costs.
- Commercial and condo-type customers will need additional capacity definitions
- The public will need to be educated prior to implementation.
- This is consistent with the environmental goals of the Town Comprehensive Plan.

Goss moved, Schwengel second to recommend the Town Board move forward with municipal garbage and recycling research and to encumber the Larson property and WWTP settlement funds for this purpose. Passed 6-0 (Gantman abstain).